

Recovery Residences - COVID-19 Emergency Plan

Please note, the COVID-19 Emergency Plan was enacted due to Governor Holcomb's declaration for social distancing. When the declaration is removed, Recovery Works COVID-19 plan will no longer be valid.

DISCRETIONARY FUND

Funding \$250/participant

Due to the adverse effects of COVID-19 and because of the necessary precautions made, Recovery Works believes it important to assist with some of the necessary expenses to eliminate some of the barriers associated with this emergency. Effective April 1, 2020, Recovery Works will allot \$250 per participant for discretionary funding. This funding can be used to pay for:

- Phone cards for participant cell phones
- Birth Certificates or Driver's License
- US Postal Services (mailing may be necessary for insurance or material purposes)

Providers must document all services billed for the individual in the participant file. Please note, Recovery Works participants cannot be charged additional admin fees, or any service fee that is not currently a billable service to Recovery Works. This discretionary fund is solely intended to assist the participant with obtaining the above necessary items to aid in a successful recovery. Any questions regarding the above fund should be communicated with Recovery Works. Alterations to funding is not permitted without the consent of Recovery Works. Recovery Residences and treatment providers must work together, to ensure there is not a duplication of billing.

CONNECTION TO TREATMENT

Recovery Residences now have 14 days to connect the individual to a treatment provider for an assessment. Please note, all efforts made be documented. If beyond 7 days, please note on documentation, "COVID-19."

CAP INCREASE REQUEST

CAP increase requests can be submitted if the provider feels the participant needs more funds than the cap allows. Requests are determined on a case by case basis, for extenuating circumstances (i.e., individual has maxed out insurance), and should not be utilized as a norm for providers. Please note, bulk or "all participant" increase requests will not be considered. COVID-19 increases are for individuals who have historically followed through with the P&P of Recovery Works, and is in need of emergency funding to help get through this crisis.

Recovery Works takes into account any previous expenditure the individual has utilized on services, the individual's insurance efforts and the treatment plan of the individual currently in treatment.

SUBJECT: CAP INCREASE REQUEST

DESCRIPTION: What service and dollar amount are being requested? What extenuating circumstance exists to warrant a cap increase? Has the individual previously requested a cap increase? How will the individual pay for subsequent services beyond the increase request? Does the individual have insurance?

TELEHEALTH (Level IV RR and DMHA Certified Direct Service Providers ONLY)

Effective immediately, Recovery Works will follow the guidelines of the Division of Mental Health and Addictions, and allow tele-health services for all treatment providers (DMHA certified and must currently accept Medicaid). Documentation of services are still required. For group sessions, participants are not required to “sign-off” on the documentation. Recovery Works telehealth guidelines will mirror the guidelines of Medicaid. Recovery Works guidelines will allow group services. Please remember to limit group therapy sessions to 8-10 members per session.